

The City Manager's Weekly Report provides updates on the status of City projects, programs and services.



**April 10, 2015**

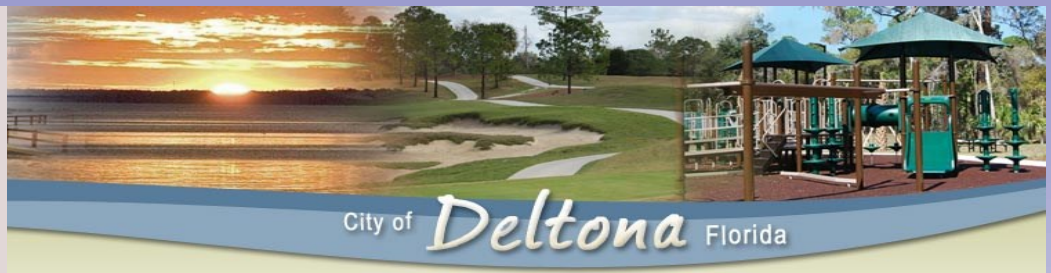
#### City Calendar

#### April:

- 13 5:30pm Commission workshop
- 14 4:00PM Fair Housing Open House
- 6:00pm P&R Advisory Board
- 6:30pm DEDAB Advisory Bd.
- 15 10am-2pm FLOWmobile
- 7:00pm P&Z Board
- 16 5:30pm Citizen Accessibility Sub
- 18 10:30am Volunteer Recognition Luncheon
- 20 6:30pm Commission meeting
- 21 3:00pm Firefighters Pension Bd.
- 6:00pm AHAC Committee
- 22 5:30pm Special Magistrate
- 24 11:00am Arbor Day
- 27 5:30pm Commission workshop
- 28 5:30pm Senior Advisory Bd.
- 29 10am-2pm FLOWmobile

#### CONTACT US:

Deltona's website: [deltonafl.gov](http://deltonafl.gov)  
 To find out who your Commissioner is, call Sandi, 386-878-8860.  
 To contact the entire City Commission, email: [commissioners@deltonafl.gov](mailto:commissioners@deltonafl.gov)



## Deltona City Manager's Weekly Report

### BUILDING & ENFORCEMENT SERVICES

**DALE BAKER, DIRECTOR**

#### Building Services Division (Steve Roland, Assistant Director)

Building Permits issued for the week .....	103
Valuation of work permitted for the week .....	\$707,188
Building Inspections completed for the week .....	190
Fire plan review completed for the week .....	5
Fire Inspections completed for the week .....	25

#### Enforcement Services Division:

Requests for services this week .....	436
Animals impounded at the humane societies .....	19
Properties requiring grass to be cut by contractors .....	11 (\$440)
Money collected for animal tags, liens and return to owners .....	\$5,615
Foreclosures this week: Deltona – 39; County – 67; Total – 106.	

### CLERKS OFFICE

**JOYCE RAFTERY, CITY CLERK**

2nd Floor HR/CC Walk-In Customers	7	
Newspapers	12	(6.5 hours)
Public Records Requests Received	3	(\$0)
Documents imaged or modified, pages	1075	

### FINANCE DEPARTMENT

**BOB CLINGER, FINANCE DIRECTOR**

- ◆ Participated in Big Lake MSBU (Municipal Service Benefit Unit) meeting with Public Works regarding Lake maintenance.
- ◆ Working on an application for grant funds for the RCMP (Residential Construction Mitigation Project), which would provide State funds to Cities for low-to-moderate income residents for "hurricane hardening" projects, such as shutters, impact resistant windows, roof tie-downs, etc.
- ◆ Working on Fire Department inventory.

### FIRE/RESCUE DEPARTMENT

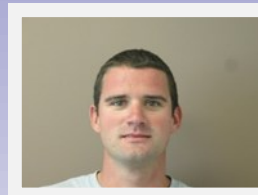
**MARK RHAME, FIRE CHIEF**

#### Alarm summary

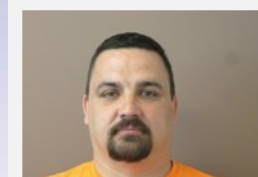
Structure fire	3	BLS & Misc. Medicals	69
Vehicle fire	0	Hazardous Condition	3
Wild land, grass, trash	2	Service Calls	8
Miscellaneous Fire	5	Good Intent	24
ALS Medicals	58	<u>False Alarms</u>	<u>10</u>
		<b>TOTAL CALLS</b>	<b>182</b>

## HUMAN RESOURCES DEPARTMENT

- ◆ Processed 2 Performance Evaluations in this period and received 2 applications for one posted vacancy; processed one FMLA request; processed 2 new employees including new hire orientations: Eric Owens (Utility System Tech) and James Godfrey (StormWater Tech), and one employee separation: Deputy Fire Chief Rogers (retirement).
- ◆ Interviews and questionnaires have been prepared for Firefighter positions.
- ◆ The Employee Health Insurance Committee met with United HealthCare representative on April 7<sup>th</sup>.
- ◆ Thirteen employees received “Nice Job” recognitions, and 111 employees qualified for Well Days benefits by not using sick leave from either April 1<sup>st</sup> through September 30<sup>th</sup>, 2014, or from October 1<sup>st</sup> through March 31<sup>st</sup> 2015 or both.
- ◆ The HR Manager attended a labor law seminar presented by Fisher & Phillips labor attorneys on April 1<sup>st</sup>.
- ◆ Met with a Department Director and an employee for a verbal counseling.
- ◆ The Risk Manager is working on several property claims with residents, and conducted a Defensive Driving Class for City employees on April 8<sup>th</sup>.



*Eric Owens*



*James Godfrey*

## PLANNING & DEVELOPMENT SERVICES

**CHRISTOPHER BOWLEY, DIRECTOR**

- ◆ Received a Proclamation from the Commission for the month of April 2015 to be Fair Housing Month, and announced the Fair Housing Open House, scheduled for April 14, 2015, from 4:00-7:00 PM in the Commission Chambers.
- ◆ Attended a meeting on the dedication of a portion of Graves Avenue that leads into the Halifax Crossing BPUD project. The applicant is attempting to have Volusia County vacate that roadway portion for ultimate dedication to the City.
- ◆ Met with the Health Insurance Committee to review potential healthcare plans for employees going forward.
- ◆ Included the Housing for Persons with AIDS delegation in the Commission agenda which was approved by the Commission.
- ◆ Attended the Saxon WalMart and retail store pre-construction meeting for building construction.
- ◆ Attended the Florida League of Cities CRA workshop in Lake Mary.
- ◆ Presented the Lakeshore Shared Use Path construction funding to the Commission. As proposed, the FDOT and TPO will reimburse the City for 90% of the construction costs after July 1, 2015. The 10% non-reimbursable portion will either be provided by the City or from ECHO grant funding (for which staff has applied). No expenditures shall occur until reimbursement mechanisms have been secured.



*The trail alignment and design supports our theme of designing with nature to provide for a great user experience.  
(Picture is concept illustration only.)*

## PUBLIC WORKS—DELTONA WATER, FIELD OPERATIONS ..... GERALD CHANCELLOR, DIRECTOR/CITY ENGINEER

### Deltona Water Customer Service

DW – Lockbox .....	1336
Ebox .....	1368
Call Center calls .....	1299
Walk-ins/Drop Box .....	939
On-line payments .....	1745
IVR .....	1065
EFT .....	0
Total on Disconnect List .....	170

### Eastern Water Reclamation Facility Progress

Construction is on schedule and proceeding well. Mechanical and electrical equipment is now being installed. The operations building shell has been completed and interior work is beginning for it. FP&L has completed the installation of the primary electric power to the on-site transformers. Site grading is being completed and the on-site roadway has been stabilized.





Deltona Water Field Operations returned to the site where work was completed earlier, to grade the area and lay sod. The area was leveled and sodded to grade.



#### **Public Works Traffic Division:**

The Sign Shop repaired 5 signs, and fabricated and installed 44 new street name signs, as well as 18 signs for stock and a stop sign at Trollman & Courtland.

Asphalt repairs were done at 6 locations; road repair was done for Deltona Water at Humphrey & Elder and at 691 Outrigger; road repair was done for StormWater at 2682 Ship Rock. Thermoplastic striping was installed — 44 feet of 12” white cross walk, and 77 feet of 24” white stop bar.

#### **Public Works Field Operations:**

Sidewalk repairs were done at 5 locations.

#### **Fleet Maintenance Division:**

29 repairs and 9 PMs were performed on various vehicles and equipment. 11 Fire Department Station checks were made.

### **CITY MANAGER'S OFFICE**

**DALE BAKER, ACTING CITY MANAGER**

#### **Office of Economic Development (OED):** (Jerry Mayes, Economic Development Manager)

- ◆ Attended the West Volusia State of the Region Luncheon. Mayor John Masiarczyk represented Deltona on the Mayor's Panel. Vice Mayor Schleicher, Commissioners Nabicht and Soukup also attended. The primary topics were economic development, water, and transportation.
- ◆ As the City Liaison to the Deltona Economic Development Advisory Board (DEDAB), prepared the 1<sup>st</sup> Quarter, 2015 DEDAB Commission Report. Submitted the report to Rick Demeter, the DEDAB sitting Chairman for approval.
- ◆ Deltona hosted the “Municipal Economic Developer Organization (MEDO)” lunch meeting on April 2<sup>nd</sup>. MEDO is a group of the Economic Development Practitioners from eight Central Florida cities (Longwood, Oviedo, Lake Mary, Sanford, Debary, Orange City, Deland, and Deltona), working together to help push regionalism in economic development within the Central Florida area. Prepared the booklet, “*The Next Big Thing*” (the Deltona Activity Center), which was our presentation for the meeting.
- ◆ Attended the ECHO Advisory Board meeting where eligibility to participate in the programs was reviewed. The City's “Loop Trail at Lakeshore Drive” project was under review. The eligibility was in question due to the project not being included in the FY2015 budget. It had been included in the FY2016 budget, but FDOT moved our schedule up. The application was approved with the understanding that the Commission would pass a budget amendment putting the construction of the project into the current year budget, recognizing that the Volusia TPO would be reimbursing Deltona for 90% of the construction cost.

- ◆ Vice Mayor Schleicher represented the City of Deltona at the “Mayor’s State of the Cities” luncheon on April 9<sup>th</sup>. The event was hosted by the Sanford Chamber of Commerce, and held at the Heathrow Country Club. The Mayors from DeBary, Lake Mary and Sanford made presentations to the group, as well as Vice Mayor Schleicher.



*Left to Right: Missy Chavez, President of the DeLand Area Chamber of Commerce, Vice Mayor Schleicher, Bob Turk, Economic Development Manager for Sanford; and Frank Hale, Executive Director, Greater Sanford Regional Chamber of Commerce.*

**Public Information Office (PIO):** (Lee Lopez, Public Information Officer)

**DeltonaTV:** Recorded an episode of “Stay Fit for 2015”; recorded an episode of “Solo Notes”; completed post production for “Turf, Courts & Celebrations: Parks 2015 Preview”; began post-production for “Best Friends on 4 Legs: TNR”; production for Open animation for Stay Fit and Solo Notes; post-production for a 2-minute long DeltonaTV programming promotional spot.

**Media Inquiries:** Provided information about the Commission’s actions concerning a Beach Driving referendum to Mark Harper/Daytona News Journal.

**Other:** Completed work with CGI, Inc., for ongoing City internet video project; working on the webpage for the City TV station; working with the Information Technology Services Department to resolve technical issues with video production software “Adobe Creative Suite”; working with Command Corp service tech to resolve issues with U-verse signal quality, recorded audio levels in TV room, and broadcast audio levels from Cablecast software.